

Memorandum

To : Kristine Cazadd
Interim Executive Director

Date : January 6, 2011

From : Liz Houser, Deputy Director
Administration Department

Subject : **January 2011 Sacramento Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's January 26-28, 2011 Sacramento meeting calendar under "P. Other Administrative Matters."

P. Other Administrative Matters

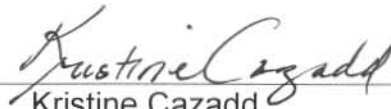
P5. Administration Deputy Director's Report.....Ms. Liz Houser

1. **Facilities Update** - These items provide information and may require Board action or direction.
 - a. Headquarters Facilities - There will be an update on the Headquarters remediation project.
 - b. Headquarters Annex - There will be an update on the Headquarters annex locations.
 - c. San Diego/San Marcos Site Search - There will be an update on the site search to relocate the San Diego and San Marcos Offices.
2. **2010/11 and 2011/12 Budget Update and Union Agreements** - These items provide information and may require Board action or direction.
 - a. Information may be provided to the Board regarding the Governor's 2010/11 and 2011/12 Budget and tentative Union Agreements.
 - b. Information may be provided on the impact of the Personal Leave Program 2010 on the Board's revenue collection efforts.

LH:lk

cc: Honorable Betty T. Yee, Chairwoman
Honorable Jerome E. Horton, Vice Chair
Honorable George Runner, Board Member
Honorable Michelle Steel, Board Member
Honorable John Chiang

I approve:

A handwritten signature in cursive script, reading "Kristine Cazadd", written over a horizontal line.

Kristine Cazadd,
Interim Executive Director